

Jurisdiction(s):

Title of Plan:

Date of Plan:

Determination:
(Check one)
☐
☐
☐

Approved – Criteria Met / Plan Adopted

Not Approved – Criteria Met / **Plan Not Adopted**Not Approved – **Criteria Not Met** / Plan Adopted or Not Adopted

The plan determination was based upon the review of each of the following plan criteria, excluding the shaded criteria, as required in 44 CFR Part 201. For a local plan to receive FEMA approval, all plan criteria must receive a Satisfactory (S) rating and the plan must be adopted by the local governing body. The Needs Improvement (N) rating indicates the criteria was not addressed or additional information is needed to met the criteria.

		N	S
3.1.1*	Adoption by the Local Governing Body		
3.1.2	Multi-Jurisdictional Plan Adoption		
3.1.3	Multi-Jurisdictional Planning Participation		
3.2.1	Documentation of Planning Process		
3.3.1	Identifying Hazards		
3.3.2	Profiling Hazard Events		
3.3.3	Assessing Vulnerability: Identifying Assets		
3.3.4	Assessing Vulnerability: Estimating Potential Losses		
3.3.5	Assessing Vulnerability: Analyzing Development Trends		
3.3.6	Multi-Jurisdictional Risk Assessment		
3.4.1	Local Hazard Mitigation Goals		
3.4.2	Identification and Analysis of Mitigation Measures		
3.4.3	Implementation of Mitigation Measures		
3.4.4	Multi-Jurisdictional Mitigation Strategy		
3.5.1	Monitoring, Evaluating, and Updating the Plan		
3.5.2	Implementation through Existing Programs		
3.5.3	Continued Public Involvement		

* The numbers correlates to the system used in the FEMA "Regional and State Mitigation Planning Workshop – Student Manual."

Comments:

Please refer to the attached Local Hazard Mitigation Plan Review Worksheet for additional information and comments on each criteria.

FEMA Reviewer:**Date:****FEMA Mitigation Plan Manager:****Date:**

3.1.1 Adoption by the Local Governing Body

Requirement §201.6(c)(5) *[The local hazard mitigation plan **shall** include] documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval of the plan (e.g., City Council, County Commissioner, Tribal Council)...*

		NOT MET	MET
A.	Is the local plan approved by the local governing body of the jurisdiction?		
B.	Is supporting documentation, such as a resolution, included?		

3.1.2 Multi-jurisdictional Plan Adoption

Requirement §201.6(c)(5) *For multi-jurisdictional plans, each jurisdiction requesting approval of the plan **must** document that it has been formally adopted.*

		NOT MET	MET
A.	Does the plan indicate the specific jurisdictions represented in the plan?		
B.	For each jurisdiction, has the local governing body approved the plan?		
C.	Are supporting documentations, such as resolutions, included?		

3.1.3 Multi-jurisdictional Participation

Requirement §201.6(a)(3) *Multi-jurisdictional plans (e.g., watershed plans) may be accepted, as appropriate, as long as each jurisdiction has participated in the process... Statewide plans will not be accepted as multi-jurisdictional plans.*

		NOT MET	MET
A.	Does the plan identify how each jurisdiction participated in the plan's development?		

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3.2.1 Documentation of the Planning Process

N	S

Requirement §201.6(c)(1): *[The plan **must** document] the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.*

A. Does the plan provide a narrative description that explains the plan's development process, including who led the development at the staff level and any external contributors such as contractors?		
B. Does the plan list who was involved and how they contributed to the planning process? (e.g., participated on plan committee, provided information, reviewed drafts)		
C. Does the plan indicate how the public was involved?		

3.3.1 Identifying Hazards

N	S

Requirement §201.6(c)(2)(i): *[The risk assessment **shall** include a] description of the type ... of all natural hazards that can affect the jurisdiction...*

<p>A. Does the plan include a description of the types of all natural hazards that affect the jurisdiction?</p> <p>DESCRIPTION – explain the characteristics of each hazard (e.g. for flooding hazard, is it coastal, riverine, stormwater)</p> <p>ALL NATURAL HAZARDS – all probable hazards. For northwest communities, hazards include flood, earthquake, wind, and fire, and, possibly, tsunami, volcano, winter storms. Human-caused hazards (HAZMAT, Terrorism) may also be identified in the plan, but are not required.</p>		
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3.3.2 Profiling Hazard Events

N	S

Requirement §201.6(c)(2)(i): *[The risk assessment **shall** include a] description of the ... location and extent of all natural hazards that can affect the jurisdiction. The plan shall include information on previous occurrences of hazard events and on the probability of future hazard events.*

A.	Does the risk assessment identify the location of each hazard being addressed in the plan?		
B.	Does the risk assessment identify the extent of each hazard being addressed in the plan?		
C.	Does the plan provide information on the previous occurrences of each natural hazard?		
D.	Does the plan include the probability of future hazard events?		

3.3.3 Assessing Vulnerability: Identifying Assets

N	S

Requirement §201.6(c)(2) (ii)(A): *[The risk assessment shall include a] description of the jurisdiction's vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description **shall** include an overall summary of each hazard and its impact on the community. The plan should describe vulnerability in terms of:§ The types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard areas...*

A.	Does the plan include an overall summary description of the jurisdiction's vulnerability to the hazards?		
B.	Does the plan address the impacts of the hazards on the jurisdiction?		

3.3.4 Assessing Vulnerability: Estimating Potential Losses

N	S

Requirement §201.6(c)(2) (ii)(B): *[The plan **should** describe vulnerability in terms of an] estimate of the potential dollar losses to vulnerable structures identified in paragraph (c)(2)(i)(A) of this section and a description of the methodology used to prepare the estimate...*

A.	Does the plan estimate potential dollar losses to vulnerable structures?	CRITERIA NOT REQUIRED	
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3.3.5 Assessing Vulnerability: Analyzing Development Trends

N	S

Requirement §201.6(c)(2) (ii)(c): *[The plan **should** describe vulnerability in terms of providing a general description of land uses and development trends within the community so that mitigation options can be considered in future land use decisions.]*

A. Does the plan describe future land use and development trends?

CRITERIA NOT REQUIRED

3.3.6 Multi-Jurisdictional Risk Assessment

N	S

Requirement §201.6(c)(2) (iii): *For multi-jurisdictional plans, the risk assessment must assess each jurisdiction's risks where they vary from the risks facing the entire planning area..*

A. Does the plan include a risk assessment for each participating jurisdiction as needed to reflect unique or varied risks?

3.4.1 Local Hazard Mitigation Goals

N	S

Requirement §201.6(c)(3)(i): *[The hazard mitigation strategy shall include: a] description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards.*

A. Does the plan include a description of mitigation **goals**?

GOALS – usually long-term and represent what the community want to achieve, such as “eliminate flood damage.”

3.4.2 Identification and Analysis of Mitigation Measures

N	S

Requirement §201.6(c)(3) (ii): *[The mitigation strategy shall include a] section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered to reduce the effects of each hazard, with particular emphasis on new and existing buildings and infrastructure*

A. Does the plan identify a **comprehensive range** of specific mitigation actions and projects for each hazard?

B. Does the identified actions and projects address reducing the effects of hazards on **new** buildings and infrastructure?

C. Does the identified actions and projects address reducing the effects of hazards on **existing** buildings and infrastructure?

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3.4.3 Implementation of Mitigation Measures

N	S

Requirement: §201.6(c)(3) (iii): *[The mitigation strategy section shall include] an action plan describing how the actions identified in section (c)(3)(ii) will be prioritized, implemented, and administered by the local jurisdiction. Prioritization shall include a special emphasis on the extent to which benefits are maximized according to a cost benefit review of the proposed projects and their associated costs.*

A.	Does the mitigation strategy include how the actions will be prioritized ?		
B.	Does the mitigation strategy address how the actions will be implemented ? (i.e. existing resources and potential future resources)		
C.	Does the mitigation strategy address how the actions will be administered ?		
D.	Does the mitigation strategy reflect an emphasis on the use of cost-benefit analysis ?		

3.4.4 Multi-jurisdictional Mitigation Strategy

N	S

Requirement §201.6(c)(3) (iv): *For multi-jurisdictional plans, there must be identifiable action items specific to the jurisdiction requesting FEMA approval or credit of the plan.*

A.	Does the plan include separate, identifiable action items for each jurisdiction requesting FEMA approval of the plan?		
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3.5.1 Monitoring, Evaluating, and Updating the Plan

N	S

Requirement §201.6(c)(4)(i): *[The plan maintenance process shall include a section describing the] method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.*

A.	Does the plan describe the method for monitoring the plan? (i.e. both staff position responsible for monitoring and the department overseeing the monitoring)		
B.	Does the plan describe a schedule for monitoring, evaluating, and updating the plan within the five-year cycle?		

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3.5.2 Implementation Through Existing Programs

Requirement §201.6(c)(4) (ii): [The plan shall include a] process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive or capital improvement plans, when appropriate...

		N	S
A. Does the plan identify other local planning mechanisms available for incorporating the requirements of the mitigation plan?			
B. Does the plan include a process by which the local government will incorporate the requirements in other plans, when appropriate?			

3.5.3 Continued Public Involvement

Requirement §201.6(c)(4) (iii): *[The plan maintenance process shall include a] discussion on how the community will continue public participation in the plan maintenance process.*

		N	S
A. Does the plan explain how continued public participation will be obtained? (e.g., public notices, an on-going mitigation plan committee, annual review meeting with stakeholders).			

- END REVIEW CHECKLIST -